



**DEPARTMENT OF THE NAVY**  
NAVAL POSTGRADUATE SCHOOL 1 UNIVERSITY CIR  
MONTEREY CA 93943-000

IN REPLY REFER TO:

NPSINST 5100.1  
N15  
24 Feb OO

NPS INSTRUCTION 5100.1

Subj: TOBACCO POLICY

Ref: (a) National Institute for Occupational Safety and Health  
(NIOSH) Intelligence Bulletin 54: Environmental  
Tobacco Smoke in the workplace - Lung Cancer and other  
Health Effects of Jun 91  
(b) DQDINST 1010.15  
(c) SECNAVINST 5100.13B

End: (1) Sheltered smoking Areas (3)

1. Purpose. To provide smoking policy and guidance per references (a) through (c), for tobacco use prevention and cessation programs for personnel assigned to, or onboard Naval Postgraduate School (NFS) and tenant commands. Enclosure (1) identities shelter areas specifically designated for smokers.
2. Background. Smoking and second hand smoke, otherwise known as Environmental Tobacco Smoke (ETS), are primary causes of lung cancer and heart disease, and contribute to poor indoor air quality. According to the U.S. Environmental Protection Agency<sup>1</sup> tobacco smoke contains roughly 4,700 different chemical compounds, including about 43 carcinogens. ETS also causes eye, nose, throat irritations<sup>1</sup> headache, and bronchitis. Per reference (a), the preferred method to protect non-smokers is the elimination of smoking indoors. Per reference (b), DoD mandates smoke-free workplaces. The Navy's policy on ETS is to protect everyone in working and public living environments from involuntary exposure to ETS.
3. Scope. This policy applies to all DoD military and civilian personnel including appropriated and non-appropriated fund employees, all DoD family members, visitors, volunteers, contractors, and personnel of other agencies and businesses that operate within or visit Department of the Navy-controlled spaces. Additionally, this policy applies to international students (and their families) assigned to Naval Postgraduate School. It also applies to all attendees of courses/seminars at NPS and tenant commands.

24 Feb 00

4. Policy

a. Tobacco Smoking

(1) Per reference (b) , smoking inside work buildings, and government vehicles is prohibited

(2) Smoking outdoors is permitted in areas where designated shelter(s) or ash tray receptacles are located. Ash tray receptacles are to be located at least fifteen (15) feet from any building entrance.

(3) Designated smoking areas will not be located in areas commonly shared by non-smokers and will not be in the immediate vicinity of supply air intakes, windows, or building entrances.

(4) Designated sheltered smoking areas will contain sufficient ash tray receptacles, trash cans, and be located on a non-combustible walking surface (i.e., concrete, gravel, etc.).

(5) Smoking is not permitted in common spaces of multiple housing or living quarters. Common space is defined as any space within a building common to all occupants and visitors (i.e., corridors, elevators, lobbies, lounges, stairways, fire escapes, restrooms, cafeterias, snack bars, barber shop, laundry rooms, etc.)

(6) Smoking is not permitted in any Bachelor Quarters.

(7) Smoking is not permitted on any of the Spanagel Hall balconies.

(8) Smoking is permitted in individually assigned family quarters.

b. Smokeless Tobacco. Smokeless tobacco is prohibited during briefings, meetings, classes, formations, inspections, watches, and in all other situations where proper decorum is required. Use of smokeless tobacco is also prohibited in government buildings, except in individually assigned living quarters.

5. Professional Assistance

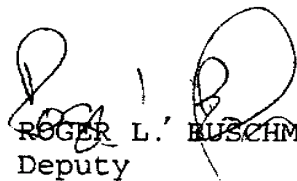
a. Individuals desiring to quit using tobacco products can obtain professional assistance from Presidio of Monterey Army Health Clinic or through the Navy Counseling and Assistance Center. They are designed to educate and encourage tobacco users to stop the use of these products. While these cessation programs are encouraged, care will be taken to avoid coercion or pressure on personnel to enter these programs against their will.

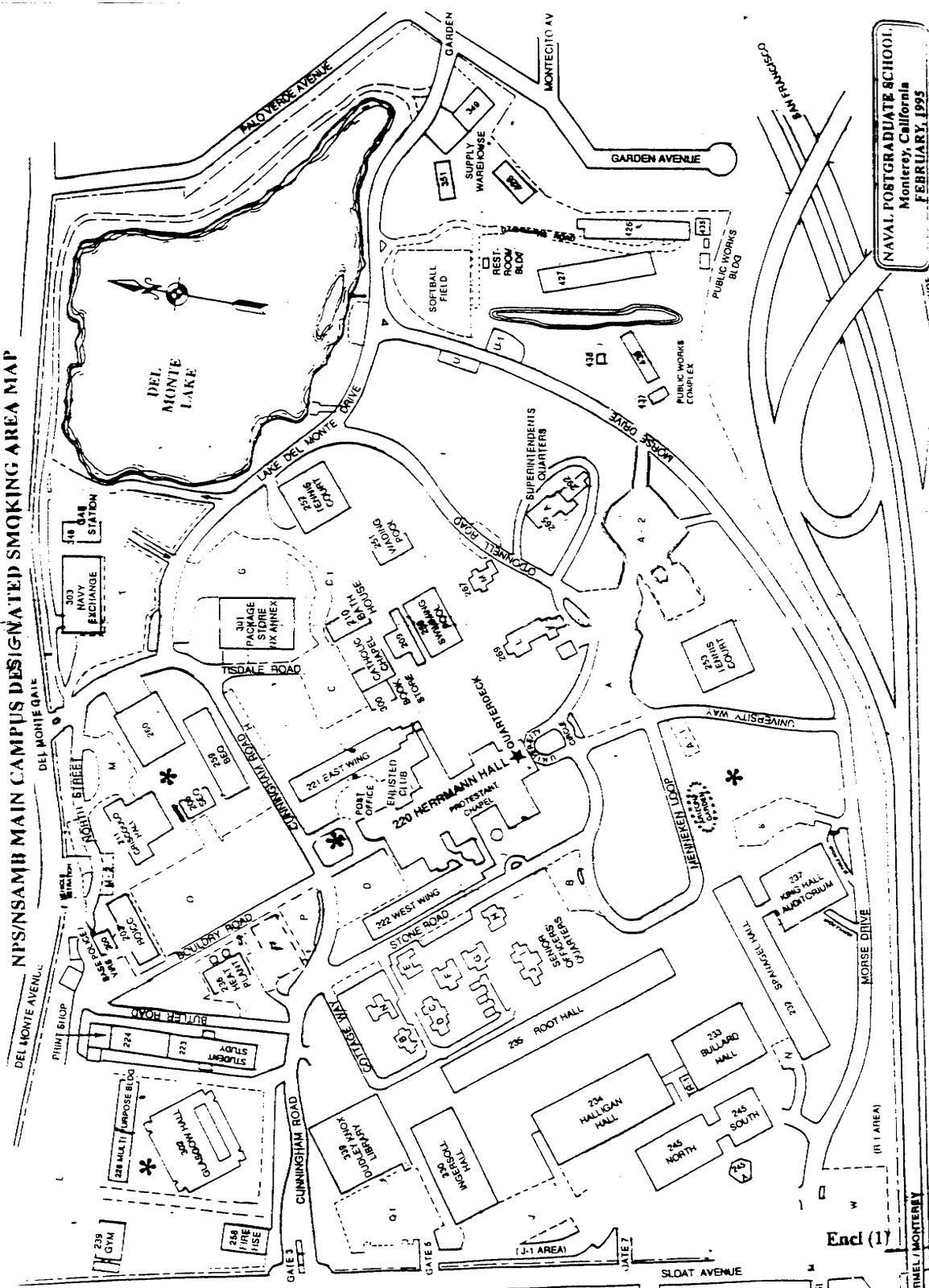
b. Other sources of professional assistance include health care organizations such as the American Cancer Society and the American Lung Association.

6. Action

a. All personnel onboard NPS and tenant commands will abide by the smoking/chewing tobacco restrictions of this instruction. Complaints regarding inappropriate tobacco use should be addressed through the chain of command. Those who use tobacco products are encouraged to quit to improve their health and reduce the risks of illness to others related to cigarettes/cigar smoke. Non-tobacco users are encouraged to be supportive of tobacco users trying to quit and assist them in this endeavor.

b. Public Works Department. Responsible for constructing sheltered smoking areas in the locations designated with a large asterisk (\*) on enclosure (1)

  
ROGER L. BUSCHMANN  
Deputy



NAVAL POSTGRADUATE SCHOOL  
Monterey, California  
FEBRUARY, 1995

TIME / MONTEBY

**LA MESA HOUSING AREA DESIGNATED SMOKING AREA MAP**

The map illustrates the layout of the La Mesa Housing Area, showing numerous residential lots and streets. Key locations are marked with symbols and labels:

- Housing OFC #1**: Located in the upper central part of the map.
- Housing OFC #2**: Located in the lower central part of the map.
- CDC**: Located near the center-right of the map.
- SMOKING SPACE UNDER TREE**: Indicated by a large tree symbol and an arrow pointing to a specific lot near the CDC.
- FSC**: Located on the left side of the map.
- Village Store**: Located near the bottom left.
- Basket Ball Court**: Located near the bottom right.
- La Mesa Grade School**: Located at the bottom of the map.

Streets shown include Leary Road, Walsey Drive, Circle, FSC, Village Store, Shubrick Road, and La Mesa Grade School. Lot numbers are scattered throughout the map, indicating individual units or parcels.

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